

HUMAN SERVICES OUTCOMES

REPORTING FORM

Funder
Reporting to: King Co. Comm. Services Div.

Reporting
Period: _____ to _____

Date Form
Completed: _____

Agency:	Contract #:		
Program	Contact Person:		
	Phone:	E-mail:	

OUTCOME INFORMATION

Community Goal Area (Number, then Goal Name)	Outcome Statement	Measurable Indicator(s) (Performance commitment-Seattle)	Measurement Tool(s) (Verification-Seattle)

OUTCOME RESULTS

Outcome Results													Total Unduplicated Clients served by contract year-end:				
Summary of Outcome Data (Milestones-Seattle)		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Contract Period Total	Contract Period Goal	Actual / Goal (%)	
A	# of clients eligible for outcome measurement																
B	# of clients for whom you have complete outcome data.																
C	Of the above clients, the number that achieved the outcome.																
D	Success rate percentage (C/B)																

See instruction page for more information on completing this form

NARRATIVE (A narrative for each outcome reported)

Date form Completed:

Describe your interpretation or explanation of the outcome data. Explain over or under-performance. Describe factors or causes affecting performance. Indicate how your performance compares with any available regional or national data, or benchmark studies.

Describe any problems you had with data collection. Note any strategies you are implementing to improve the process.

OVERALL FEEDBACK

(Send to United Way of King County: one page for each outcome reported
Send to all other funders: one page per contract or program)

Date form Completed:

1. How is your agency using information on outcomes?

2. Describe changes, if any, that you will be making as a result of what you have learned.

3. Do you have general feedback on outcomes reporting requirements, form design, data collection/reporting process? How well did the measurable indicators and measurement tools work in measuring outcomes?

4. **OPTIONAL:** Please share a client story that highlights the effectiveness of your program in reaching outcomes. If more space is required, attach an extra page.